

# Sacred Heart Parish

## PSC Committee meeting 21<sup>st</sup> January 2019

### DRAFT MINUTES

#### **Welcome and opening prayer**

Fr Karol opened the meeting by welcoming everyone and praying for the guidance of the Holy Spirit on our deliberations.

**Apologies** Michael Lynch: Richard Shilleto: James Howe: David Kerr

**Present** Fr Karol, Fiona Smith (chair), Elizabeth Barker (secretary) Ian Wallace, Ann Pyne, Arthur Ryans. Philip Spencer.

#### **Minutes**

The minutes of the last full meeting of the PSC on 5<sup>th</sup> November 2018 had been sent out to members from the Parish office in draft form.

The minutes were agreed and passed, Arthur Ryans was the proposer and Fr Karol seconded the acceptance of the 5<sup>th</sup> November Minutes.

#### **Matters Arising**

##### **Review of Constitution**

This final draft of the Constitution was endorsed by the Parish Priest and 75% of those present at the 18<sup>th</sup> November Open meeting and is therefore adopted as the working document.

##### **Sacristan Duties**

Two volunteers are carrying out the Sacristan duties at 8am Mass now. They are Michael Sanderson and Mary ?

On 27<sup>th</sup> January there will be a presentation to Pat and Eddie Francis to mark their retirement from the Sacristan duties which they have carried out for eight years. Arthur Ryans has been appointed as the new Sacristan. Arthur was asked by Fr Karol if he would take on the altar preparations and associated duties for the 11am Mass to which he agreed.

Fr Karol is hoping that Tim Adams will replace Arthur at 5pm Mass.

A Master of Ceremonies is needed especially at Easter time. Altar servers need to be trained as well and if possible become members of the Guild of St Stephen. At the Liturgy Committee Meeting on 14<sup>th</sup> January Arthur and James said they would look into how this training could be organised and if there was a Servers' manual available.

##### **World Day for the poor.**

On Sunday 18<sup>th</sup> November the parish collected money and food to comply with this directive from Pope Francis. A cheque for over £300 was sent to the Food Bank in St Ives together with a larger than usual quantity of food.

##### **Bible Sunday**

Sunday 9<sup>th</sup> December the parish celebrated Bible Sunday by advertising the new Catholic CTS bible at a reduced price of £8 per copy. Twenty copies were sold.

**Grapevine** – the Winter edition was distributed at the beginning of December and was very well received. Ann Pyne who is a member of the Grapevine Group has been asked to arrange a day time meeting to start discussing the content of the Summer edition with the group but Fr Karol and Elizabeth need to be free to attend.

**Nativity Play** had more children participating on 23<sup>rd</sup> December than last year so there was a larger attendance at the performance.

**Nativity Tableau** Due to lack of volunteers this silent portrayal of the Nativity Scene in the front garden of the church was only held on Saturday 22<sup>nd</sup> December from 6pm to 7pm, a few spectators from 5pm Mass came along and a few passers-by. It was suggested that next year we make it a CTSI venture and put the tableau on in the Market Place.

**Council of Laity** – Fiona reported that the meeting was cancelled as late as the evening before, 23<sup>rd</sup> November. Although the Council Laity and Bishop's secretaries have been informed that Fiona is the Representative from this parish she is only receiving communications through David and Elizabeth. There are 2 meetings planned for 2019 May 25<sup>th</sup> and 23<sup>rd</sup> November.

#### **OPEN MEETING**

It was said that the attendance is extremely poor and most of those present are members of this committee. Topics need to be found that will attract the congregation and it may be that meeting once a year would be sufficient. The date will be decided in March for the next meeting.

#### **33 Days Prayer to Morning Glory Retreat**

This personal retreat started on 9<sup>th</sup> January with all of the 70 books being taken by parishioners and will finish on 11<sup>th</sup> February, the Feast of Our Lady of Lourdes.

Fr Karol has now received a further 150 copies which will be distributed at all Masses on 10<sup>th</sup> and 17<sup>th</sup> February so that the 2<sup>nd</sup> retreat may begin on 20<sup>th</sup> February finishing on the 25<sup>th</sup> March, the Feast of the Annunciation.

On Tuesday 12<sup>th</sup> February there will be a meeting for all who took part in the first retreat and for anyone in the parish who is interested.

Meeting 7pm Coffee/tea – Fiona to organise

**ACTION FIONA**

7.30pm – Opening prayers and address Fr Karol

8pm - Discussion

8.30 Compline and Adoration.

#### **CAR PARKING**

There has been complaints from parishioners attending weekday Masses about the lack of spaces in the church car park. The reciprocal agreement with St Ives Nursery is not being adhered to as the employees who should park on the far side of the car park are parking anywhere they like. It is also suggested that many using the car park are not attending Church or employed by the Nursery. After discussion the following decisions were made:

New fencing and a gate to be put up and resurfacing work is necessary. A notice stating that it is a Private Car Park which may be closed at any time. Two posts and a concrete path should be installed near the small pedestrian gate to allow wheelchairs and disabled parishioners to gain access to the church without walking on the road.

Employees of the Nursery will be given notices issued by us to place in their cars. Number of employees with their hours of work to be ascertained and car registrations to be noted by us.

It has to be stressed that cars should only be parked against the fence and not the church. Fiona will visit the Nursery to explain the changes and obtain the registrations.

#### **ACTION FIONA**

**Proclaim** –.David had nothing to report but Fr Karol spoke of the recent door to door evangelisation which 6 members of the Proclaim group and himself did on Saturday 19<sup>th</sup> January in Oldhurst.

**Finance and Building** *No report as Michael had just come home from 11 days in hospital. Fr Karol said that the F and B had approved the purchase of an updated car for him with a budget of £10,000.*

**R.E and Liturgy** Elizabeth circulated her report and a copy is attached.

**Social Group** Report has been sent to the office for circulation- see attached.

Ian reminded us of the International Evening on 9<sup>th</sup> February.

**Holy Land Group**\_ Nothing to report, trying to find a date for the next meeting.

**Music Group.** No report.

**S.V.P** Report Ann said that 2 new members had been recruited and will be interviewed by the President and the secretary before a formal letter of Acceptance is sent. The members continue to visit the sick and housebound, give lifts etc. St Ives Conference have distributed packs for the homeless through the St Ives Food Bank. The packs of woollen socks, 2 pairs, scarf, gloves, toiletries etc were provided by the Mini Vinnies, groups of young SVP members mostly in Catholic Primary Schools.

The Autumn Club programme for 2019 has been drawn up with the annual Boat trip taking place in May this year.

**Mass reports from 5pm and 11am** had been sent to the Parish Office for distribution.

**9.30 am Mass** Polish Mass

Michael's said there was a reduced attendance after Christmas. The Music Group is having problems with the Sound System. More readers and church cleaners have volunteered. Holy Communion under both species will be introduced after Easter so there will be a need for Eucharistic Ministers. Fr Karol will choose 8 Polish parishioners who will do training sessions. They will be commissioned on Holy Thursday.

#### **Churches Together in St Ives**

Fr Karol is taking part in most of the Services for Christian Unity which will be held every evening from 18<sup>th</sup> to 25<sup>th</sup> January. The United Service is at 4pm on Sunday 20<sup>th</sup> January in the St Ives Christian Fellowship premises in Thorndown School. Sacred Heart will host the short service on Friday 25<sup>th</sup> at 7.30pm.

On March 1<sup>st</sup> at 11am the World Day of Prayer ecumenical Service will be at the Sacred Heart when there will be a speaker from the Dominican Convent in Cambridge. A Lent Lunch will be available in our hall after the Service.

The Walk of Witness on Good Friday will be led by Fr Karol who will compile the Service and preach the homily in the Market Place.

**GDPR** Fr Karol said that inputting the data is continuing.

### **ANY OTHER BUSINESS**

Ann suggested that more candles could be used during Exposition but Fr Karol feels in order to focus on the Monstrance there should be a much stronger spotlight. Arthur said he would look into this. **ACTION ARTHUR**

Fiona had a request for a new rug under the candle stand but the rug has been replaced many times as the problem is that the tapers used for lighting the votive candles tend to drip a lot. Gas lighters should be used instead due to Health and Safety concerns. This should be discussed by the F & B committee.

### **DATE OF NEXT MEETING**

Monday 29<sup>th</sup> April at 7.30pm in the presbytery. Next Open meeting Sunday 18<sup>th</sup> November at 3pm.

**Fr Karol closed the meeting with prayer at 9.35pm**

## **RELIGIOUS EDUCATION AND LITURGY REPORT January 2019**

### **NOVEMBER 2018**

**On 25<sup>th</sup> November, Feast of Christ the King,** the 11am Mass was celebrated using a Liturgy for Children with readings and hymns suitable for children who played a major part in the Mass. Fr Karol gave an interesting homily suitable for the 40 children, aged 3 to 8 who took part. Many of the adult congregation commented that it was an uplifting experience.

Advent Talks were attended by about 20 to 30 parishioners.

**DECEMBER 2018 The Posada statue- Began** its journey around the parish on

1<sup>st</sup> December visiting family homes on most evenings until it was returned at the Vigil Mass on Christmas Eve at 5pm. Asperges was reintroduced during the Christmas Masses and the Octave.

The Nativity Play took place on Sunday 23<sup>rd</sup> December and was a success. Christmas Story was portrayed in a silent tableau outside the front of the church on Saturday 22<sup>nd</sup> December from 6pm to 7pm and although all of the main characters were represented there were not many spectators. A collection at both events raised £50.10 for the Bethlehem Orphanage. If a Crib Collection had been organised it may have increased the takings.

At 11pm on 31<sup>st</sup> December Mass of thanksgiving for 2018 was celebrated and followed by a short celebration. Unfortunately an elderly lady fell at the end of Mass in the main aisle and broke her leg.

### **2019**

#### **JANUARY**

An opportunity to take part in a personal retreat, 33 Days to Morning Glory was given to 70 parishioners who accepted the free book. Retreat began on 9<sup>th</sup> January finishing on 11<sup>th</sup> February, the Feast of Our Lady of Lourdes. It is hoped that a further order of 150 books will arrive in time for the retreat to begin for more parishioners on 20<sup>th</sup> February to finish on 25<sup>th</sup> March, Feast of Our Lady of the Annunciation. The Confirmation Catechists are sending the short prayer by text to the candidates each day during the 33 days.

#### **FEBRUARY**

There will be a meeting for all who have taken part or about to take part in the retreat on Tuesday 12<sup>th</sup> February at 19.30.

On Sunday 3<sup>rd</sup> February the 10 Candidates for Confirmation will present themselves to the parish and ask for the support of their prayers. On Saturday 2<sup>nd</sup> March, 8 candidates have expressed an interest in going to the FLAME event for young Catholics at Wembley Arena.

## MARCH

World Day of Prayer Service will be on Friday 1<sup>st</sup> March at 11am at the Sacred Heart. This ecumenical service will be followed by a Lenten Lunch. Preparation for the Sacraments of Reconciliation and Eucharist is continuing for the 34 children who will receive the Sacrament of Reconciliation on March 23<sup>rd</sup>.

Lent Talks will begin on Tuesday 12<sup>th</sup> March with 5 talks based on the series "Consoling the Heart of Jesus" with Derek Williams as the speaker. Derek is a lay Catholic Evangelist.

For the future: Holy Communion under both kinds will be introduced at Easter Time to the 9.30am Polish Mass when 8 new ministers for that Mass will be commissioned on Maundy Thursday. There will also be new Ministers commissioned for 5pm, 8am and 11am to replace those who have retired. Course will take place in April for the new ministers and it is hoped to have a full Day of Recollection for all extraordinary ministers in June.

It is hoped that a system for training more altar servers will be drawn up by Arthur Ryans, who is taking on the position of full time Sacristan and James Howe, our choir master.

## **SOCIAL COMMITTEE REPORT FOR PSC MEETING 21ST JANUARY**

The last event was mulled wine and mince pies after Mass on the 29<sup>th</sup> and 30<sup>th</sup> of December. This went well. There was a good turnout of people going to the events. 7.5 litres approximately of mulled wine was provided, and also non-alcoholic mulled tea.

The next event is a bingo/International evening on Saturday evening after Mass on the 9<sup>th</sup> of February. No tickets are being sold for this event, so it is not known how many people will be coming. Games for children have been requested. It is hoped to have a simultaneous game of bingo for the children in the La Salette room, or to have other games.

The next event, The Sacred Heart barbecue is on the 30<sup>th</sup> June.

The event after this is the La Salette barbecue on the 15<sup>th</sup> of September.

After this, the event planned is a St Andrews Scottish event on Saturday November 30<sup>th</sup>

There will be another mulled wine and nibbles event after Mass on the Saturday 28<sup>th</sup> and Sunday 29<sup>th</sup> December.

It is proposed to have a men's curry evening in the spring, and a ladies event on another weekend around the same time.

## **Report from the 5.00pm Mass**

1. The Christmas Eve Mass at 5.00pm was very well attended.

All 5.00 pm Welcomers attended and ensured the Mass went as smoothly as possible,

Thanks for their efforts.

2. Congestion at the back of the church remains an issue.

3. Some parishioners have commented on the “poor” lighting in the church at 5.00pm mass. (Winter nights).

4. Some parishioners have asked if the Hymns at 5.00pm mass could be changed for Hymns that are more popular ??

5. Attendance after Christmas, appears to be slightly down on normal.

## **Report from the 11.00am Mass**

The joy of the Christmas masses seem to be a distant memory now. The midnight and Christmas day morning mass were very well attended with a noticeable amount of visitors. It was good forward planning to have the hall set with chairs ready for all the masses and the help clearing the hall on Christmas morning was gratefully received.

Now we are well into the New Year attendance levels seem to have returned to normal. Although parishioners are arriving at mass much later, which may be a consequence of the polish mass, probably to avoid congestion.

Please could it be mentioned at the end of mass, with the notices, a period of quiet time before and after mass for those wishing to pray. I have noticed that there are a few wishing to pray or have ‘quiet time’ after mass.